

6.B. Error Messages

| ERROR MESSAGE | | CAUSE/ACTION |
|---------------|---|---|
| 1U. | INSUFFICIENT ACCRUAL - TRANS DELETED | Termination pay was requested but this employee has no hours in his balance. |
| 2U. | INSUFFICIENT ACCRUAL - CONVERTED COMP | 918 or 920 Sick or vacation time was requested but this employee did not have sufficient time to cover it so the system used comp time. 906 Employee has already used 4 hours voting leave this pay period or transaction was input with more than 4 hours. 908 Employee has already used 4 hours blood leave this pay period or transaction was input with more than 4 hours. 909 Employee has already reached YTD maximum for military leave. |
| 3U. | INSUFFICIENT ACCRUAL - CONVERTED ANNUAL | 913 or 918 Sick or comp time was requested but this employee did not have sufficient time to cover it so the system used annual time. 906 Employee has already used 4 hours voting leave this pay period or transaction was input with more than 4 hours and employee does not have sufficient comp time to cover entire conversion amount. 908 Employee has already used 4 hours blood leave this pay period or transaction was input with more than 4 hours and employee does not have sufficient comp time to cover entire conversion amount. 909 Employee has already reached YTD maximum for military leave and employee does not have sufficient comp time to cover entire conversion amount. |
| 4U. | INSUFFICIENT ACCRUAL - CONVERTED LWOP | 913, 918, or 920 Either sick, vacation or comp time was taken but this employee did not have enough time to cover it, so it was converted to LWOP. 906 Employee has already used 4 hours voting leave this pay period or transaction was input with more than 4 hours and employee does not have sufficient comp or annual time to cover entire conversion amount. 908 Employee has already used 4 hours blood leave this pay period or transaction was input with more than 4 hours and employee does not have sufficient comp or annual time to cover entire conversion amount. 909 Employee has already reached YTD maximum for military leave and employee does not have sufficient comp or annual time to cover entire conversion amount. |

6.B. Error Messages

Revised 03-01-04

| ERROR MESSAGE | CAUSE/ACTION |
|--|---|
| 5U. HOURS IN EXCESS OF 100 HAVE BEEN REMOVED | More than 200 hours of termination comp pay was requested but the system will only pay 200 hours maximum, so the excess hours that were requested will not be paid. |
| 6U. 151 HRS NOT ACCRUED - TRANS DELETED | Block 50 payment was requested but this employee does not have the 151 hours minimum balance that is required. |
| 7U. PLAN, VENDOR, C. UNION - DOES NOT EXIST | This 225 transaction had a utility code in it that did not exist on the utility file. Transaction was not processed. |
| 8U. BLOCK 50 ALREADY PAID - TRANS DELETED | This message is not active. |
| 9U. HOURS IN EXCESS OF 50 HAVE BEEN REMOVED | Block 50 payment was requested but the transaction had more than 50 hours in it, so the excess hours requested were removed. |
| 10U. INSUFFICIENT ACCRUAL EXCESS HRS. REMOVED | Term pay was requested. More hours of term pay was requested than was in this employee's balance. |
| 11U. COMP MAX HOURS REACHED - EXCESS REMOVED | Transaction 910 CR Transaction 315 was submitted, but this employee has the maximum balance of 300 hours already. |
| 12U. LABOR DISTRIBUTION CODE INVALID | This message is not active. |
| 13U. CHECK DIST. MISSING - EMPLOYEE FLUSHED | Personnel - constant - 1 was blank. |
| 14U. LABOR DIST. MISSING - EMPLOYEE FLUSHED | This message is not active. |
| 15U. COMP BALANCE IS 300 - TRANS. DELETED | Transaction 315 was submitted to increase employee's comp balance but he already has the maximum allowable balance of 300 hours. |
| 16U. REDUCE PAY NO T&A CHANGED TO BLANK | Transaction 9XX submitted and "reduce pay" is indicated. This employee is time card required and there is no 700 transaction. |
| 17U. INVALID TRANSACTION CODE - TRANS DELETED | Transaction 907 was submitted. It is no longer a valid transaction code. |
| 18U. CHECK DESCRIPTION CHANGED FROM 2 TO 3 | Transaction 9XX was submitted. Check descriptor was changed from a "2" to a "3". |
| 19U. TRANSACTION HAS NO HOURS - TRANS DELETED | A 7XX or 9XX transaction was submitted with no hours. Excluding 700 transaction. |
| 20U. SHIFT PAY NOT ALLOWED - TRANS DELETED | Transaction 925 or 926 was submitted and this employee is not set up to be paid shift pay that was requested. |

6.B. Error Messages

Revised 03-15-94

| ERROR MESSAGE | CAUSE/ACTION |
|---|--|
| 21U. EMPLOYEE NOT ALLOWED TO ACCRUE COMP TIME | Transaction 910 was submitted but this employee's PAY-CONSTANT4 shows that he is not allowed to accrue comp time. |
| 22U. INVALID BENEFITS CODE - 1 ASSUMED | Transaction 270 was submitted but column 49-55 does not contain a valid benefits code of 100, 200, 300, 400, 500, 600, 700, or 800. |
| 23U. 210 COMP-EMPL-NO NOT ON P1 AUDIT FILE | Transaction 210 was submitted but the company/employee number on the 210 is not on the personnel audit file. Trans not deleted |
| 24U. EMPLOYEE HOURLY RATE GREATER THAN 300.00 | Transaction 210 was submitted but the hourly rate is greater than \$300.00. Transaction was processed. |
| 25U. EMPLOYEE SALARY RATE IS INVALID | Transaction 210 was submitted but the salary rate is less than \$207.00 or greater than \$3000.00. Transaction was processed. |
| 26U. 210 RATE NOT EQUAL TO P1 AUDIT FILE RATE | Transaction 210 was submitted but the rate was not equal to the rate on the personnel audit file. Transaction was processed. |
| 27U. CHANGE NOT APPLIED, CHECK UTILITY FIELD | Transaction 225 was submitted. Either the deduction number is invalid or the utility number for a deduction number is not a valid utility number for that deduction number. |
| 28U. TRANSFERRED EMPLOYEE HAS INACTIVE STATUS | Transaction 203 was submitted to transfer employee. He is inactive, but the transaction was processed. |
| 29U. CHANGE APPLIED, INVALID WORKERS COMP CODE | The 235 transaction that was entered has an invalid Workers Comp Code. Resubmit with correct number. |
| 30U. INVALID UTILITY FIELD - CHANGED TO BLANK | A 225 for Deduction 18 was entered with a utility number in the Utility Field. This utility field must be blank, so the utility field was changed. No action necessary. |
| 31U. EMPLOYEE NOT ALLOWED OVERTIME PAY | Overtime was entered for employee coded for no overtime. |
| 32U. FIELD CANNOT BE ZERO - TRANS DELETED | For Company Number 31096 only (Kentucky National Guard) all pay trans for this company must contain hours and rates. |
| 33U. TRANS DELETED - RATE GREATER THAN ZERO | (1) A special pay trans was input and employee has insufficient accrual. A 902 will not be generated due to employee having positive reporting (a rate on pay trans). (2) A special pay transaction was entered with hours and a flat amount. There are not sufficient hours in the leave balance. No conversion was done. The transaction was deleted. |
| 34U. CUR REG PAY RATE/AMT GREATER THAN 2500.00 ON 700/9XX - PROCESSED | A 7XX or 9XX transaction was submitted and Rate/Amt is greater than \$2,500. The transaction was processed. This is a warning message only. |

6.B. Error Messages

Revised 02-01-02

| ERROR MESSAGE | CAUSE/ACTION |
|---|---|
| 35U. DED FREQUENCY TRAN REJECTED - FREQUENCY IS INVALID | A 225 deduction was entered with a frequency other than 00, 01, 02, 09 or 99. The transaction should be reentered with a valid frequency. |
| 36U. DED FREQUENCY TRAN REJECTED - INS DED MUST BE FREQ 01 | A 225 was entered for insurance with a frequency other than 01. The transaction should be reentered with the correct frequency or check utility field. |
| 37U. TRANSACTION CODE TRAN REJECTED - ADJ IN WRONG PAY PERIOD | An 800 transaction for insurance was entered for processing in the second pay period of the month. The transaction should be reentered to process in the first pay period of the month. |
| 38U. TAX DESC NEEDED - 4 WAS ADDED TRANS KEPT | A 9XX transaction was entered on a salaried, no TC required employee. A "4" should have been entered in column 30 but was left off the transaction. The transaction was corrected and processed. |
| 39U. DED EXPIRATION TRAN REJECTED - STATE TAX LEVY GOAL EQUAL 0 | A 225 was entered for deduction 10. The goal field was not entered. It is required. The transaction was deleted. |
| 40U. TRANS REJECTED - LESS THAN \$15.00 OR HAS CENTS | A 225 was entered for deduction 33 (KESPT) with an amount less than 15.00 or having cents. A 225 was entered for deduction 24 (KAPT) with an amount less than \$15.00. KAPT may have cents. Transaction was deleted. |
| 41U. TRANSACTION CODE NOT ELIGIBLE FOR BLOCK-50-- TRAN DELETED | Only employees in non-policy making positions will have 912 transactions processed. |
| 42U. HRS MUST BE IN QUARTER HR INCREMENTS | Certified or Equivalent employee in 46546 or 46547 had leave reported in increment not equal to ¼ hr. Transaction was deleted. |
| 43U. EMPLOYEE MUST BE FULL TIME TO ACCRUE COMP | Certified or Equivalent employee in 46546 who is not full-time had a 910 transaction entered. Transaction was deleted. |
| 44U. HOURS IN EXCESS OF 150 HAVE BEEN REMOVED | Certified or Equivalent employee in 46546 had more than 150 hours entered on 911 transaction. Hours were reduced and transaction processed. |
| 45U. INVALID FREQ -- ONLY FREQ. 2 ALLOWED | A 225 for Deduction 24, 54, 55, or 62. The frequency was not 02, 00 or 99. The transaction was deleted. |
| 46U. EXCEEDS YTD ALLOWED -- EXCESS DELETED | A 928--Family Leave--transaction was entered. The hours on the transaction added to the year-to-date hours would exceed the 12 week maximum. The excess hours on the 928 were deleted. The transaction was processed. |

6.B. Error Messages

Revised 12-01-2000

| ERROR MESSAGE | CAUSE/ACTION |
|--|---|
| 47U. INVALID INSURANCE RIDER - GOAL | A 225 transaction for deduction 20, 22 or 63 was entered. The Goal Field had invalid riders. The transaction was deleted. |
| 48U. INVALID INSURANCE CARRIER - UTILITY | A 225 transaction for deduction 20, 22 or 63 was entered. The carrier number (the first two positions of the utility field) are invalid. Transaction deleted. |
| 49U. INVALID INSURANCE REGION - UTILITY | A 225 transaction for deduction 20, 22 or 63 was entered. The region (sixth position of utility field) is invalid, must be 0-7, 0 being the default. Transaction deleted. |
| 50U. INVALID INSURANCE LEVEL - UTILITY | A 225 transaction for deduction 20, 22 or 63 was entered. The level (fourth position of utility field) is invalid. Can be 1-5 depending on carrier. Transaction deleted. |
| 51U. INVALID INSURANCE PLAN - UTILITY | A 225 transaction for deduction 20, 22 or 63 was entered. The plan (third position of the utility field) is invalid. Can be 1-4 depending on carrier. Transaction deleted. |
| 52U. INVALID AGE - CHECK UTILITY | A 225 transaction for deduction 20, 22 or 63 was entered. The age (fifth position of the utility field) is invalid. Can be 0-7, 0 being the default. |
| 53U. INVALID COVERAGE - UTILITY | A 225 transaction for deduction 20, 22 or 63 was entered. Coverage (seventh position of the utility field) is invalid. Can be 1-8. Transaction deleted. |
| 54U. INVALID CARRIER/PLAN - UTILITY | A 225 transaction for deduction 20, 22 or 63 was entered. Invalid carrier/plan combination. Check utility field. Transaction deleted. |
| 55U. INVALID PLAN/LEVEL - UTILITY | A 225 transaction for deduction 20, 22 or 63 was entered. Invalid plan/level combination. Check utility. Transaction deleted. |
| 56U. INVALID FREQ - CAN ONLY BE 01 | A 225 transaction for deduction 20, 22 or 63 was entered. Frequency can only be 01 on employee only; employee, spouse cross reference; and employee, spouse, children cross reference. Transaction deleted. |
| 57U. DEFERRED COMP AMOUNT EXCEEDS GROSS LESS FIT, SIT, LIT, SOCIAL SECURITY, MEDICARE. | Please check FICA, Medicare and LIT Deductions. The system may not have enough funds. The agency and employee are liable for FICA and Medicare. |
| 58U. INVALID FREQ - CAN ONLY BE 09 | A 225 transaction was entered for a deduction that can have only a frequency of 09. |
| 59U. INVALID DEDUCTION NUMBER | A 225 transaction was entered for a deduction that is not established. |
| 60U. INVALID FREQ - CAN ONLY BE 00 OR 99 | A 225 transaction was entered for a deduction that is no longer available and can only be stopped. |
| 61U. INVALID FREQ - CAN ONLY BE 02, 00, 99 | A 225 transaction was entered for a deduction that can only have a frequency of 02 or be deleted. |
| 62U. EMPLOYEE NOT ALLOWED WEEKEND PREMIUM | A 924 transaction was entered and employee was not set up for Weekend Premium. Transaction deleted. |
| 63U. TRAN MUST HAVE + OR - IN ADJ IND | A 921 transaction was submitted and no adjustment indicator was entered. Transaction deleted. |
| 64U. TIME CARD REQUIRED | Time code status should be 0. |
| 65U. TIME CARD IS NOT REQUIRED | Time code status should be 1. |
| 66U. ADOPTION ASSISTANCE | A 916 transaction was entered with hours. Adoption assistance does not have hours. Transaction will be deleted. |

6.B. Error Messages

Revised 05-01-88

PSGUBBB6 ERROR MESSAGES

| ERROR MESSAGE | | CAUSE/ACTION |
|---------------|---|---|
| 1. | INVALID TRANS ON PRE-NOTIFICATION FILE | Transaction is not 050, 052, 221 or 225. |
| 2. | THERE WAS NO 052 TRANSACTION FOR 050 | There was an 050 transaction but no 052 transaction. |
| 3. | BANK TRANSIT NUMBER ALREADY ON UTILITY FILE | Cannot create transactions to add bank transit number when the transit number already exists. |
| 4. | BANK NAME IS BLANK NEED BANK NAME ON 050 TRAN | Self-explanatory. |
| 5. | BANK CITY IS BLANK NEED BANK CITY ON 505 TRAN | Self-explanatory. |
| 6. | BANK TRANSIT OK DIGIT NO IS INVALID | Self-explanatory. |
| 7. | 050 TRANS IS INVALID NOT EXCEPTING 052 | Self-explanatory. |
| 8. | 050 TRANS IS INVALID NO 052 TRANS 1B | Self-explanatory. |
| 9. | NO 050 TRANS ON UTILITY FILE | Self-explanatory. |
| 10. | 052 TRANS HAS TO HAVE THE ACCT LENGTH FIELD | Acct length field must be 00 to 14. |

PSGUBBB7 ERROR MESSAGES

| ERROR MESSAGE | | CAUSE/ACTION |
|---------------|---|---|
| 1. | THERE ARE DUPLICATE 221 TRANSACTIONS | There were two 221 transactions on the input file with the same social security number. |
| 2. | NO 221 TRANSACTION TO GO WITH 225 TRANS | There was a 225 transaction for this employee, but no 221. |
| 3. | NO 225 TRANSACTION TO GO WITH 221 TRANS | There was a 221 transaction for this employee, but no 225. |

6.B. Error Messages

Added 04-01-94

POSSIBLE BOND ERRORS

| ERROR MESSAGE | CAUSE/ACTION |
|--|---|
| 1. INACTIVE WITH IMPOUND BALANCE *Inactive at this time. | The employee's record is inactive with a bond carry forward amount. Check to see if the employee should get a refund. |
| 2. POSITION 1 OF UTILITY NOT 0 | The first position of the utility should always be 0. Correct the utility field. |
| 3. NO ALTERNATE FOR BOND | The utility indicates that an alternate name should be associated with the bond, but no alternate name is found. Set up alternate or correct utility field. |
| 4. BOND INDICATOR INVALID | The bond indicator in the alternate name record is invalid. Correct the indicator. |
| 5. ALTERNATE ADDRESS INVALID | The alternate name is present, but the address is either not present or incomplete. Correct the address. |
| 6. BOND SUB INVALID 6 7 | The bond sub for a beneficiary or co-owner is invalid. Correct bond sub field to 0. |
| 7. NO ALTERNATE FOR IND 6 OR 7 | The bond sub indicates that an alternate name is associated as beneficiary or co-owner, but no alternate name is present. Set up alternate name record. |

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